

Section 6 – EXPERIENTIAL LEARNING COURSES

Beginning in 2007-2008, experiential learning courses must receive local school board approval and must be part of the student handbook. The course must be part of the pupil's class schedule and must earn credit toward the pupil's high school diploma. Experiential learning courses must be taught by a certificated teacher employed by the district.

A. Experiential Learning Courses

An experiential learning course is a course that may be counted towards a pupil's membership if all of the following are met:

- The pupil must be enrolled in grades 9 to 12.
- The course is supervised by a certificated teacher.
- The primary responsibility of the certificated teacher of the course is teaching the pupil(s) during the course time frame. That is, the teacher shall not be concurrently teaching another course.
- A grade and credit must be given based upon assessment.
- Attendance must be taken and documented.
- The experience must be a local school district board approved curriculum/course.
- The board approved curriculum and course must have identifiable content standards and expectations and must be progressive in nature.
- The learning objectives shall not be general employability skills, such as punctuality and developing good work habits.
- The experiential learning course *shall not* be used solely as the one course requirement for eligibility to participate in dual enrollment.
- The pupil is limited to one experiential learning course per semester.
- The pupil shall not replace an employee.
- The course is a combination of instruction and direct experience.

NOTE: The pupil must have an education development plan (EDP) in place.

Examples of experiential learning courses that are **eligible** to be counted in membership include, but are not limited to, the following:

- A library assistant course that is curriculum-based and approved by the board of education of a school district or board of directors of a public school academy. Pupils receive a syllabus, are given tests and quizzes, and the course is graded rather than pass or fail.
- A teacher assistant course (curriculum-based, board approved) in which a pupil learns teaching techniques and how to tutor or mentor other pupils. Pupils receive a syllabus, are given tests and quizzes, and the course is graded rather than pass or fail.
- A physical education teacher assistant course (curriculum-based, board approved). Pupils receive a syllabus, are given tests and quizzes, and the course is graded rather than pass or fail.

Examples of experiential learning courses **not eligible** to be counted for membership include, but are not limited to the following:

Revised August 22, 2007

- Teacher's aide* whose primary function is to perform basic tasks such as photocopying, delivering and retrieving messages, taking attendance, or other errands
- Nurse's aide*
- Office aide*
- Janitor aide* - emptying trash or other errands
- Cafeteria aide* - washing tables or other errands

***NOTE:** This does not prevent the in-district placement of pupils into these areas if the work-based learning experience relates to a state-approved career and technical education program OR it is directly related to the postsecondary career and employment goals and objectives in the pupil's transition services plan developed for a pupil receiving special education services. (See section 5P)

B. Sample Experiential Learning Courses

The following are some examples of how an experiential learning course would operate in a district that has course specific board-approved curriculum and has included the course in the student class offering selections.

Librarian Assistant Course: The pupil would enroll in a "librarian assistant course" taught by the certificated teacher during the pupil's fifth (5th) hour. The pupil attends and receives curriculum-based instruction from the certificated teacher that has been approved by the local board. The pupil receives a syllabus, is given tests and quizzes, and the pupil is eligible to receive credit towards a high school diploma through the issuance of a grade. The direct experience would be eventual library-related tasks.

Teacher Assistant Course: The pupil would enroll in a "teacher assistant course" taught by the certificated teacher during the pupil's third (3rd) hour. The pupil attends and receives curriculum-based instruction from the certificated teacher that has been approved by the local board. The direct experience would be eventual tutoring or mentoring other students. The pupil receives a syllabus, is given tests and quizzes, and the pupil is eligible to receive credit towards a high school diploma through the issuance of a grade.

C. How to Calculate FTE for Pupils in Experiential Learning Course Program

The experiential learning course is part of the pupil's class schedule and the pupil is assigned to a certificated teacher. This course is offered at the school during normal school hours. Each pupil is limited to one experiential course per semester or term. FTE for the experiential learning course is treated the same as any other instructional course on the pupil's class schedule and shall not generate more instructional minutes than one class period.

D. Regulatory References

Administrative Rule:
340.1733(i)

Q. #1

If District A calls the experiential learning course "Office Skills" and places the pupil in the

principal's office to answer telephones, type letters, etc. for one hour each day, is this acceptable?

A. #1

No. This would not be an Experiential Learning course. The experiential learning course requires that the pupil be instructed by a certificated teacher. The course must have a class syllabus listing objectives to be learned, tests and quizzes must be given, a grade must be given (other than pass or fail), and credit must be earned toward the pupil's high school diploma.

Q. #2

Can a pupil be assigned as a janitor aide through an independent study?

A. #2

No. A janitor aide through independent study is not eligible to be counted for membership.

Q. #3

Can a pupil work before and after school in the library/office, etc.?

A. #3

Yes. The requirements for "experiential learning" only apply to the time that is included in the calculation of the pupil's FTE for state aid membership purposes.